



**TOWN OF LOS GATOS
TRANSPORTATION AND PARKING COMMISSION MEETING
THURSDAY, SEPTEMBER 14, 2017
RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA
7:30 A.M.**

*Natalie Ladd, Chair
Robert Buxton, Vice-Chair
Brigitte Ballingall, Commissioner
Megan Crummett, Commissioner
Jan Nordmo, Commissioner
Maria Ristow, Commissioner
Natasha Vosky, Student Commissioner
Emma Gerson, Alternate Student Commissioner*

MEETING CALLED TO ORDER

ROLL CALL

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION) *(Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Unless there are separate discussions and/or actions requested by the Commission, staff, or a member of the public, it is requested that items under the Consent Calendar be acted on simultaneously. Any member of the Commission or public may request to have an item removed from the Consent Calendar for comment and action.)*

1. Approve Transportation and Parking Commission Meeting Minutes of August 10, 2017.
Staff Report

VERBAL COMMUNICATIONS (Members of the public are welcome to address the Commission on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Commission Adopted Priorities
 - A. **Transportation:** Review options for transportation services – Seniors and Students
Verbal Report by Ying Smith
 - B. **Parking:** Review and recommend actions for time limited parking in the downtown
(Town Council Referral). (Attachment)

- C. **Parking:** Review and recommend actions for paid parking in the downtown (Town Council Referral).
- 3. Town wide Automobile Trip Reduction Initiative (Attachment)
- 4. Police Department Update
- 5. PPW Director's Report
 - A. Transportation and Parking Projects Update 17/18
 - Paving
 - Almond Grove
 - Stonybrook/ Kennedy
 - B. Ongoing Projects/ Programs of Interest List
 - i) Parking Garage Downtown
 - ii) Cut Through Traffic – Street reclassification (Attachment)
 - iii) Traffic around schools
 - iv) High School Area Parking
 - v) Downtown Employee Parking
- 6. Town BPAC
- 7. Safe Routes to Schools
- 8. VTA BPAC

ADJOURNMENT



**TOWN OF LOS GATOS
TRANSPORTATION AND
PARKING COMMISSION
REPORT**

MEETING DATE: 09/14/2017
ITEM NO: 1

**MINUTES OF THE TRANSPORTATION AND PARKING COMMISSION MEETING
August 10, 2017**

The Transportation and Parking Commission of the Town of Los Gatos conducted a Regular Meeting on Thursday, August 10, 2017 at 7:30 a.m.

MEETING CALLED TO ORDER AT 7:33 a.m.

ROLL CALL

Present: Chair Natalie Ladd, Vice Chair Robert Buxton, Commissioners Brigitte Ballingall, Jan Nordmo and Commissioner Maria Ristow.

Absent: Commissioner Megan Crummett.

COMMISSIONER REPORTS

-Robert Buxton, Vice Chair attended the following: 8/1/17 Town Council meeting and National Night out at Oak Meadow Park.

-Maria Ristow, Commissioner, attended the following: 8/1/17 Town Council meeting and the 8/8/17 Silicon Valley Bike Summit.

-Brigitte Ballingall, Commissioner, attended the following: Ad Hoc meetings for Senior Transportation, Scope with Town Staff and the Red, White & Blue Block Party

-Natalie Ladd, Chair, attended the 8/1/17 Town Council meeting.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Transportation and Parking Commission Meeting Minutes of June 8, 2017.

MOTION: **Motion** by Robert Buxton, Vice Chair, to approve Consent Item 1.
 Seconded by Natalie Ladd, Chair.

VOTE: **Motion passed. 4/2**
 Jan Nordmo, Commissioner, abstained and Megan Crummett,
 Commissioner, absent.

VERBAL COMMUNICATION

Tara Moseley (Robin Way)

- Commented on cut through traffic affecting Kennedy/ Shannon neighborhood.
- Commissioners asked questions of the speaker.

OTHER BUSINESS

Natalie Ladd, Chair, requested that item 5.C.ii. Cut Through Traffic, be discussed first as there were public speakers present.

5. C. Ongoing Projects/ Programs of Interest List

ii. Cut Through Traffic

Matt Morley, PPW Director, verbally reported on this item. Commissioners commented on this item.

Peter Hertan (Teresita Way)

- Commented on this item.

2. A. **Transportation:** Review options for transportation services – Seniors and Students

Robert Buxton, Vice Chair, verbally reported on this item. Ying Smith, Transportation & Mobility Manager, verbally reported on this item. Commissioners commented on this item.

Peter Hertan (Teresita Way)

- Commented on this item.

B. **Parking:** Review and recommend actions for time limited parking in the downtown (Town Council Referral)

Matt Morley, PPW Director, verbally reported on this item. Maria Ristow, Commissioner, verbally reported on this item. Commissioners discussed this item.

C. **Parking:** Review and recommend actions for paid parking in the downtown (Town Council Referral) No new report.

3. Bike Valet

Maria Ristow, Commissioner, verbally reported on this item.

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SUBJECT: TRANSPORTATION AND PARKING MEETING MINUTES

DATE: August 10, 2017

4. Police Department Update

Kalipo Kauwelo, Police Sergeant, verbally reported on this item. Commissioner discussed this item.

Jan Nordmo, Commissioner, left the meeting at 9:10 a.m.

5. PPW Director's Report

- A. Transportation & Parking Projects Update FY16/17
 - Stonybrook – Kennedy
 - Paving
 - Almond Grove

Matt Morley, PPW Director, verbally reported on these items. Commission discussed the paving item.

- B. Transportation & Parking Projects Update FY17/18

No new report.

- C. Ongoing Projects/ Programs of Interest List

- i. Parking Garage Downtown

<http://www.losgatosca.gov/AgendaCenter/Parking-and-Infrastructure-Ad-Hoc-Commit-13>

- ii. Cut Through Traffic (already discussed)

https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/61944/Staff_Report_FINAL.pdf

- iii. Traffic around Schools
 - iv. High School area parking
 - v. Downtown Employee Parking

No new report.

6. Town BPAC

Maria Ristow, Commissioner, verbally reported on the activities of the Town BPAC. Commissioners commented on this item.

7. Safe Routes to Schools

Natalie Ladd, Chair, verbally reported there was no new report. Maria Ristow, Commissioner, verbally reported on the activities of the education subcommittee of Safe Routes to School.

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SUBJECT: TRANSPORTATION AND PARKING MEETING MINUTES

DATE: August 10, 2017

8. VTA BPAC

Peter Hertan, VTA BPAC member, verbally reported on the activities of the VTA BPAC. Commissioners discussed this item.

ADJOURNMENT

The meeting adjourned at 9:27 a.m.

Attest:

/s/ Matt Morley, PPW Director

Prepared by: Natalie Hawkins, Recording Secretary

Downtown Public Parking Count Week of September 11, 2017

Day: Tues Th Fri Sat						
Time: 10am noon 2pm	Total 3-hr spaces	Empty 3-hour spaces	Total unlimited spaces	Empty unlimited	Empty 2-hour spaces	
North Lot	NONE		153			
Municipal Lot 1	62		53			
Municipal Lot 2	49		30			
Municipal Lot 3	21		24			
Municipal Lot 4 (lower and ground levels)	154 UPPER		152 LOWER			
Municipal Lot 5	94		0			
Municipal Lot 6	42		38			
Montebello Area (Lot 7)	14		26			
Southside Lot WHERE IS THIS?	0		15			
Lot 9	0		23			
Lot 10	0		15			
Santa Cruz Ave (9 to Main)						
Main Street, Lyndon to College						
Santa Cruz south of Main Street to Wood Road						
University from Mullen to Main Street						
Side streets between Santa Cruz and University (Elm, Grays, Royce and Bachman)						



**TOWN OF LOS GATOS
TRANSPORTATION & PARKING
COMMISSION REPORT**

MEETING DATE: 09/14/2017

ITEM NO: 3

DATE: SEPTEMBER 8, 2017
TO: TRANSPORTATION AND PARKING COMMISSION
FROM: MATT MORLEY, PARKS AND PUBLIC WORKS DIRECTOR
SUBJECT: TOWN WIDE AUTOMOBILE TRIP REDUCTION INITIATIVE

RECOMMENDATION:

Receive a report on a new initiative of Town Wide Automobile Trip Reduction and provide input on program development.

BACKGROUND:

The Town and the community have made measurable progress on supporting and promoting active modes of transportation. The Los Gatos-Monte Sereno Safe Routes to School Coalition has done significant work to increase the number of students using active transportation and reducing traffic around schools. After adopting the first Bicycle and Pedestrian Master Plan in early 2017, the Town is focusing on implementing the highest priority bicycle and pedestrian projects. With the enhanced efforts and new funding from Measure B and SB-1, it is reasonable to anticipate more active transportation projects will be completed in the near future.

Building on the strength and success of the existing efforts, staff is proposing a new initiative to further advance the Town of Los Gatos' effort to promote active modes of transportation and reduce single occupancy vehicle trips.

DISCUSSION:

The initiative will attempt to address the "demand" side of active transportation. It will have two elements, working hand-in-hand to ensure a greater level of success and measurable outcome.

Public Will Building: communicate and educate people who live, work, and play in Los Gatos on the benefits of active transportation choices to encourage a change in mind set and behavior.

PREPARED BY: YING SMITH
TRANSPORTATION AND MOBILITY MANAGER

The effort will promote these choices as the preferred way to get around town. This will be a multi-phase effort to shape the way people think and act when it comes to transportation choices.

Public will building is a communication approach to sustainable social change. It builds public support by integrating grassroots outreach methods with traditional mass media tools in a process that connects an issue to the existing, closely held values of individuals and groups.

Come Out and Try: The program will allow people to experiment with different active transportation choices. It is aimed to get people out to try biking, walking, or other alternatives for a few days or events. Staff will be able to evaluate the measures' effectiveness. Examples may include:

- Enhanced Safe Routes to School strategies: education and encouragement, community engagement, incentives, car free/light days at schools, etc.
- Bike valets at a certain number of Town events
- Temporary pilot bike lanes (pop up bike lanes) and bike parking in Downtown
- Street closure or Woonerf (a street as the shared space) on select days for biking and walking
- Temporary traffic control treatments to encourage biking and walking around schools
- Online tool for residents and workers to "track their commute footprint", a "cap n trade" game, etc.
- Reward for businesses and schools for their accomplishments
- Car free/light days at events and employment sites.

Collectively, these efforts will advance active transportation mode shift by reducing automobile travel demand. There are many anticipated benefits, which align with the State's goals: reduce congestion, increase safety, enhance public health, promote community interaction, support economic vitality, and protect the environment and quality of life. In addition, staff believes the initiative can help gain greater community support for existing and future investments in bike, pedestrian and complete streets projects and programs.

CONCLUSION:

The Town is experiencing a higher level of congestion than before. Congestion is becoming a focus of many conversations. At the same time, there is a greater level of community desire to ease school-related traffic and other congestion. The timing is critical for us to explore different aspects to tackle the congestion issue. This initiative is a different approach than infrastructure building, with the goal of complimenting infrastructure improvements.

With support from the community, staff would like to pursue competitive grants and other funding sources to implement the initiative. This initiative is unique in many aspects and thus staff believes it is competitive in some of the grant programs. Many Travel Demand

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SUBJECT: TOWN WIDE AUTOMOBILE TRIP REDUCTION INITIATIVE

SEPTEMBER 8, 2017

Management (TDM) programs focus on the employment centers. This one instead will target all destinations: work, home, and school. The lessons learned are likely to have State- or region-wide implications and can serve as an example for other communities to follow.

Staff recommends that the Commission receive the report and provide input for staff to further develop the program.

B. Roadway System and Standards

This section describes the regional highway system, local circulation system, and level of service standards for Los Gatos. The functional roadway classifications described in this section are illustrated on Figure TRA-1.

1. Regional Highway System

Three major highways—Highways 9, 17, and 85—run through Los Gatos and create two major interchanges, one in the northern end of Los Gatos and one in the southern end. Highway 17 runs north-south through Los Gatos, connecting to San Jose and Santa Cruz and providing regional access to Interstate 880 and Highway 85. Highway 9 runs east-west through the southern end of Los Gatos, connecting to Highway 17, and south through the Santa Cruz Mountains to Highway 1. Highway 85 runs east-west through the northern end of Los Gatos and provides regional access to Highway 101 and south San Jose, Interstate 280, Interstate 880/Highway 17, and Highway 87 (Guadalupe Freeway).

2. Functional Classifications of the Local Circulation System

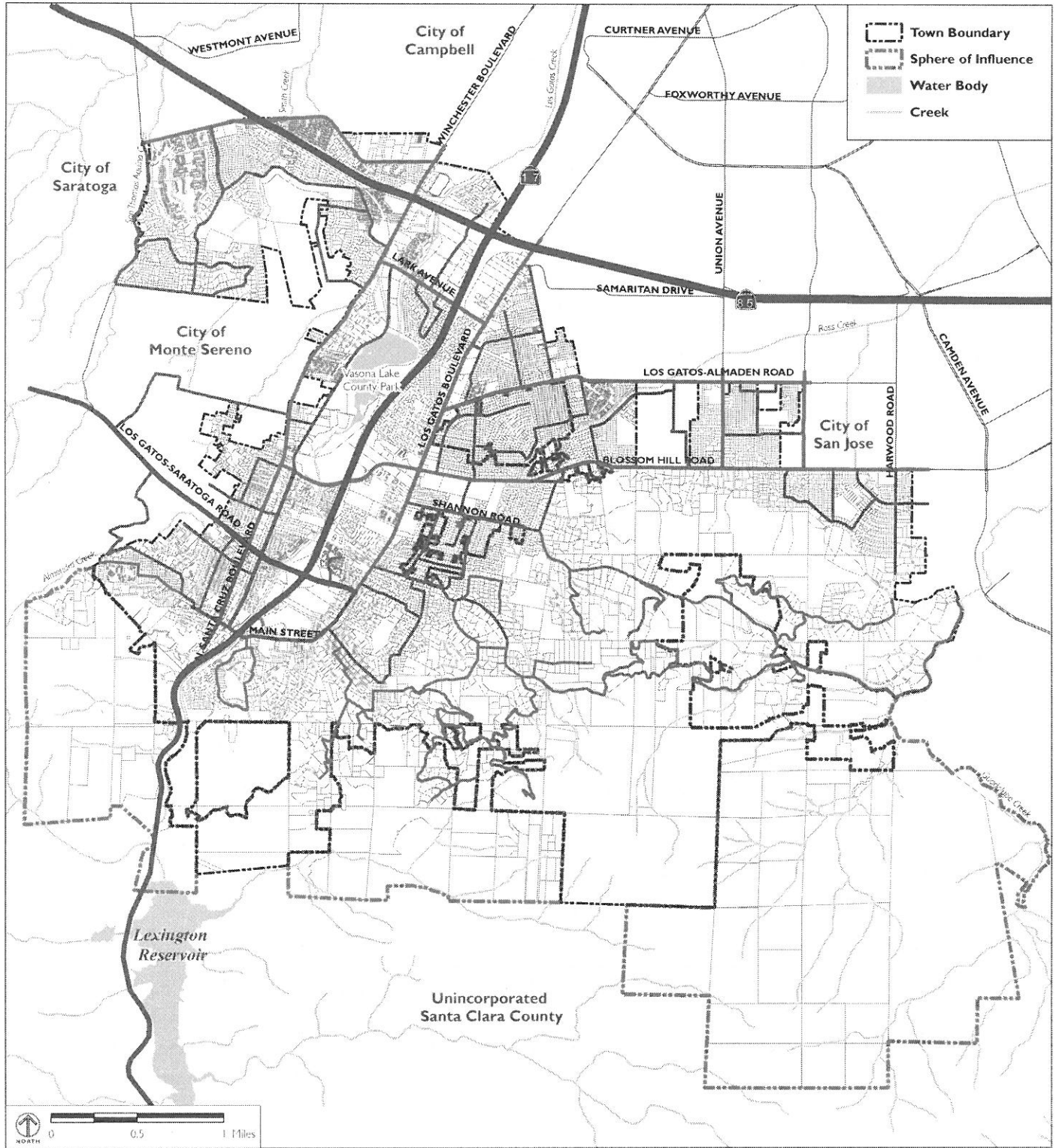
In Los Gatos, the local street system is organized in a hierarchy of six types of roadways. Arterial streets, collector streets, neighborhood collector streets, hillside collector streets, local streets, and special design streets augment the regional highway system by serving local automobile traffic. This hierarchy is based on the degree of mobility and amount of local access provided by a roadway.

a. Arterial Streets

Arterial streets are designed to facilitate two or more lanes of traffic in each direction and provide intra-community travel and access to the county-wide highway system. Arterial streets may be divided by a median island that controls left turns and provides lanes for left-turn movements. Access to community arterials should be provided at collector roads and local streets.

An arterial street serves a large volume of vehicular traffic with intersections at grade and generally has direct access to abutting property, with geometric

TOWN OF LOS GATOS
2020 GENERAL PLAN
TRANSPORTATION ELEMENT



Source: Town of Los Gatos, 2008.

- Highway
- Arterial
- Collector
- Neighborhood Collector
- Hillside Collector

FIGURE TRA-1

FUNCTIONAL CLASSIFICATION OF ROADWAYS

design and traffic control measures used to expedite the safe movement of through traffic. Examples of arterial streets include Los Gatos Boulevard and Blossom Hill Road.

b. Collector Streets

A collector street provides circulation within and between neighborhoods. Collectors usually serve short trips and are intended for collecting trips from local streets and distributing them to the arterial network. Collectors serve abutting property and carry traffic to the other collectors and arterials. Examples of collector streets include Main Street and North Santa Cruz Avenue.

c. Neighborhood Collector Streets

A neighborhood collector street is located in an identifiable neighborhood and carries traffic that is predominantly generated within that neighborhood. Examples of neighborhood collector streets include Shannon Road and Wedgewood Avenue.

d. Hillside Collector Streets

A hillside collector street serves abutting property in the hillside areas, carrying traffic to arterial streets or other collectors. The cross-section of the hillside collector is dictated by grade, topography, and the presence of biological resources. In general, two lanes with or without sidewalks along one side (depending on topography) are provided. College Avenue is an example of a hillside collector street.

e. Local Streets

Local streets provide for neighborhood traffic movement with direct access to abutting property. These streets carry traffic from individual properties to collector and arterial streets, and are designed to discourage through traffic. Most of the residential streets in Los Gatos fall into this category.

f. Special Design Streets

Special design streets are utilized where warranted by unique land use, circulation conditions, or environmental conditions. These streets can either be

arterial streets, collectors, existing local hillside streets, or scenic residential streets. Their design will take into consideration the following features:

- ◆ Retention of existing physical amenities;
- ◆ Protection of existing trees within the existing right-of-way; and
- ◆ Special treatment of transition sections when conforming to standard street sections.

Examples of special design streets in Los Gatos include North Santa Cruz Avenue and Montebello Way.

3. Level of Service Standards

Level of service is a scale that measures the amount of auto traffic that a roadway or intersection accommodates, based on such factors as maneuverability, driver dissatisfaction, and delay at intersections. The Town of Los Gatos utilizes the level of service measurements established for Santa Clara County by the VTA. Based on these measurements, it is possible to determine the impact of auto traffic at intersections throughout the Town.

Levels of service are best represented by a letter scale that ranges from level of service (LOS) A to LOS F. As shown in Table TRA-1, LOS A represents the fastest flow of traffic and LOS F represents significantly congested conditions. LOS D is an acceptable level of traffic operation at intersections in Los Gatos.

C. Existing Transportation Conditions

Los Gatos is a member of the Santa Clara County Congestion Management Agency (CMA). The primary goals of the CMA are to increase the efficiency of existing transit and roadway systems, plan the best capital improvements to these systems, and improve the local land use decision-making process. The CMA prepares and the Santa Clara Valley Transportation Authority (VTA) adopts the biennial Congestion Management Program (CMP). The CMP is a comprehensive program designed to reduce traffic congestion, enhance the effectiveness of land use decision-making and improve air quality.